

THE CATAWBA COUNTY LIBRARY BOARD OF TRUSTEES MEETING

Minutes of August 10, 2004

The Catawba County Library Board of Trustees met at 12:00 noon on Tuesday, August 10, 2004, in the Genealogy Conference Room of the Main Library in Newton.

MEMBERS PRESENT:

Sylvia Hoke, Carolyn Setzer, Cynthia Eades, Joyce Beatty, Joe Kerley, Al Gaither and Karen Foss, Library Director.

Sylvia Hoke called the meeting to order.

MINUTES: The minutes were approved as written.

ELECTION OF OFFICERS

Sylvia Hoke, Chairman, requested that nominations be made for new officers. Upon motions made and seconded, the following officers were elected unanimously:

Chairman – Sylvia Hoke

Vice-Chairman, Cynthia Eades

LIBRARY DIRECTOR'S REPORT:

Karen Foss presented the Library Director's Report as information.

BUDGET 2003/2004 YEAR-END OUTCOME REPORT

A copy of the 2003/2004 Year-End Outcome Report was distributed to the Library Board as information. Ms. Foss reviewed the reinventing budget process and outcome reports noting all but two of the library system's 2003/2004 budget outcomes were achieved. Ms. Foss commented that the library staff did an excellent job achieving outcomes and providing the best quality library service.

BUDGET FY 2004/2005 UPDATE

Ms. Foss reported that the 2004/2005 Library System Budget is \$2,000,709. She reported that the budget includes expanded hours for the Conover and Claremont branches from 20 hours per week to 28 hours per week. Ms. Foss noted that this increase allows extended hours of public service each week for Conover and Claremont while allowing staff four hours each week to maintain the facility, materials, and perform other administrative duties. She reported that staffing is at 35 FTE.

MAIN LIBRARY RENOVATIONS

Ms. Foss reported that the Main Library renovation project is in progress and on-schedule. She noted that the project includes an elevator in the rear entrance of the building as well as an enclosed stairwell, two large windows on the main floor, and a larger circulation desk, which will accommodate technology and improve workflow. She reported that estimated completion date is approximately 2/3 months. There was a discussion.

Ms. Foss reported that Ronda Frye, County Horticulturist, is in the process of evaluating and redoing the garden area. It was reported that currently, she has sprayed for insects, pressure washed the benches and bricks, and is planning to plant new plants.

OTHER BUSINESS

Ms. Foss reported that the Friends of the Catawba County Library System will hold their annual used Book Sale on August 12th thru August 14th. She noted that the money raised from the sale will support special projects at all CCLS branches. Ms. Foss reported that there are Friends groups at Newton, Sherrills Ford and Claremont locations and that Maiden is in the process of trying to organize a group. She commented that the Friends groups are a great support to the library system and that hopefully, in the future, there will be groups at all branch locations.

Ms. Foss reported that the Collection Development Specialist and team is in the process of weeding the collection and adding new materials to make the collection top quality for the space allowed.

There being no further business, the meeting was adjourned at 12:40 p.m.

Next meeting: Tuesday, November 16, 2004, 12:00 Noon, Main Library

Respectfully submitted,
Linda Shull, Secretary